

**Leyden Select Board Meeting Minutes**  
**Leyden Town Office Building**  
**Working Session**  
**May 15, 2023**  
**6:00pm**

**Select Board Members Present:** Bill Glabach, Katherine DiMatteo, Glenn Caffery

**Others Present:** Michele Giarusso, Liz Kidder, Bob Penfield

Bill Called the meeting to order at 9:03 am.

**Discussion**

**Town Clerk**

Amanda Lynch -Assistant Town Clerk spoke about her plans to have people sign in at the Special and Annual town meeting to vote. She is working on the election ballots and will have the election in this building from 12p-8p. People will be able to ask for a mail in ballot or receive an absentee ballot. She will contact constables for the election and election workers.

She would like to buy a box to put the ballots in for storage after the count and a camera that will sit on the windowsill facing the outdoor ballot box. All agreed this would be a good idea. She will write something up for submittal to Leyden Life.

Liz noted that there is money in the Public Safety grant to pay for security. Glenn added that the safety survey sent to those who work at the town offices are to be returned this week, and discussion of results to be placed on a future SB agenda.

It was suggested that instead of using the current entrance, the middle door entrance be used and all the other doors into the other offices be locked.

**Municipal Assistant updates**

Michele asked if the board would like to dedicate the annual report to someone specific and if they had any preference for what should go on the front cover. Kathrine suggested a Leyden scene. All documents have to be delivered to the Sheriff's office by June 2<sup>nd</sup>. Katherine noted that since she will be away, Amanda and Michele will have to finish the annual report, and Glenn and Bill should review before going to print.

Mass in Motion grant-independent contractor posting will be posted outside of town office building and on website.

**Warrant articles**

No need for anything on clean-up of last year's bills, this has been done. The salary reserve fund is already in the budget and does not need to have a separate article. The reimbursement for the septic system funds will need to be on the warrant. Katherine asked that someone follow-up with the State as she will be away. Glenn will do so.

**Bob Penfield**

The discussion centered around fixing the road because the boundaries of the road are unclear. It was suggested that the town do a survey. Mr. Penfield also wants to know what the conservation commission requirements are for buffers for the intermittent stream, because they want to build a permanent bridge.

There is already an ANR issued on the property from back in the 1980s to the previous owner, Mr. Stratford. The Penfield's have a lawyer they are working with on this land issue. Their intention is to keep the land but have run into obstacles with the neighbors and the conservation commission.

Several possibilities were discussed: guaranteed access to the land, put the land in public trust, the town purchase the ANR, keep as a town road past the current temporary bridge but not as a maintained road.

| Leyden lawyer and Penfield's lawyer will discuss options.

**Motion:** Glenn moved to adjourn at 1:30 pm. Katherine seconded. Unanimous.

Respectively submitted,  
Michele Giarusso  
Municipal Assistant